LAND INFORMATION COMMITTEE MEETING June 14, 2013

Members Present:

Ernie Borchardt, Harold Johnson, Howard Kriewald, MaryAnn Miller

Also Present:

Chris Planasch, Joyce Fiacco, Jim Mielke

Excused:

Allen Behl

The Dodge County Land Information Committee meeting was called to order by Chairman Ernie Borchardt at 8:30 A.M., Room 1A, Dodge County Administration Building, 127 E. Oak Street, Juneau, Wisconsin. Roll call was taken and a quorum verified. It was confirmed that requirements of Wisconsin's Open Meetings law had been met.

Kriewald motioned, second by Miller, to approve minutes from the April 12, 2013. Motion to approve the minutes carried.

Committee member reports: Johnson stated he had attended the Highway Conference last week and reported that attendees were told the current gas tax will not provide sufficient funds to maintain the state's roads for a variety of reasons. He talked about recommendations that were presented which could help provide funds if implemented, including the possibility of allowing a 0.5% sales tax and/or the licensing of trailers.

Planasch presented the Register of Deeds Revenue Reports including the Fee Summary Comparison from last month/year and a Summary of Fees collected so far in 2013. She noted that the number of real estate documents recorded in May was up 59 from the previous month but down 1136 from that month last year. 7059 documents have been recorded so far in 2013.

Planasch presented her Capital Improvement Program request in 2014 for conversion of the remaining paper real estate documents (mortgages, assignments and satisfactions) to digital format. When this is completed all records will be available in the same format for the first time since 1974 when paper was the only format. This will provide easy access to real estate records to both the public and staff. Indexes will be created so everything will be searchable in the LandShark application. Approximately 107,000 documents (comprised of about 155,000 pages) remain to be imaged. The cost of this project is estimated to be about \$45,000 and will be funded using the \$5 redaction fee. No committee action was required.

Planasch presented her office's IT requests for 2014 which included annual maintenance for four TriMin land records system modules, real estate document imaging system and the microfilm viewer/scanner which won't be needed once all the documents are converted (equipment will be transferred to the Sheriff's Department), and the conversion of the paper real estate documents. No committee action was required.

Planasch presented the Register of Deeds April and May Activity Report. To date, 484 microfilmed volumes of various real estate records (Vol. 537-1020) have been imaged. 89 volumes of microfilmed records and 174 paper mortgage records remain to be imaged. One more volume of paper documents had been verified with the imaging index to continue creation of an abbreviated index in LandLink so documents would be available on-line through the LandShark application. She reported that the project to compare birth records to the index (1877-1883) was finished and research on questions regarding incomplete records was underway. Once this is completed, the focus will shift to completing the imaging of vital records. Staff is keeping up with new recordings. There are 12 subscriptions (no increase), 123 (increase of 7) escrow accounts, and 1493 self-registered accounts in LandShark. Planasch explained how images were verified.

Fiacco presented the April/May Revenue Report for the Land Information Division of the Land Resources and Parks Department.

Fiacco presented two Capital Improvement Program requests for the Land Information Division: 1) acquisition of updated high resolution countywide digital orthophotography and updated LiDAR (elevation) data in 2017 as part of a scheduled 5-year update cycle; 2) acquisition, conversion and implementation in 2014 or 2015 of an integrated land information management solution to support property assessment, tax billing/collection, code permitting/enforcement and internet access. No committee action was required.

Fiacco presented seven 2014 IT Requests totaling \$45,215 including annual maintenance for the Land Records Search Tool (LRST), GIS and CAD software, hardware and software for the shared scanning station; upgrades and enhancements to the LRST and GIS Web Mapping tool; replacement of graphics plotter, image compression software and a tablet device with data plan for field staff. No committee action was required. She also reported that purchase of robotic total stations would be requested for survey and Sheriff's Department Crash Team staff. No committee action was required.

Fiacco and Planasch presented an update on the impact of the recommendation by the Joint Finance Committee (JFC) to the Governor regarding the Wisconsin Land Information Program (WLIP). Copies of JFC Motion #249 were distributed and impacts on the county's program were highlighted.

Fiacco presented the April/May Activity Report for the Land Information Division of the Land Resources and Parks Department which includes GIS mapping, analysis and services, survey and tax parcel mapping activities, and Property Description operations. The report included an update regarding on-going actions being taken to cover duties of two recently retired employees and to cover vacations of remaining staff. She and Dave Addison will meet with the County Administrator soon to provide an updated report regarding the ability of staff in the Property Description Office to fulfill duties.

Planasch reported on the WRDA Summer Conference she attended last month in Fond du Lac, noting that by coincidence, those Registers in attendance were able to pay their respects at the visitation for the Fond du Lac County Register of Deeds who passed away earlier that week.

Kriewald motioned, second by Miller to adjourn the meeting; the meeting was adjourned at 9:42 A.M. The next regular meeting will be Friday, July 12, 2013 beginning at 8:30 A.M. in the First Floor Conference Room, Room 1A, Dodge County Administration Building, 127 E. Oak Street, Juneau, Wisconsin.

Respectfully Submitted,

Howard Kriewald, LIC Secretary

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Disclaimer: The above minutes may be approved, amended or corrected at the next committee meeting.